In the Eye of the Beholder: What your constituents actually see when you communicate online and via franked mail

Rich Thau, President Presentation Testing, Inc.



Thank you!



Today Let's Discuss...

- A quick word about this research
- Key findings, related to:
 - Official Online Ads
 - Franked Mail
 - Websites
 - E-Newsletters

Questions



About the research

- We conducted 24 IDIs (in-depth interviews)
 - Round 1: 12 in Tulsa, OK on December 18-19, 2012
 - Round 2: 12 in Daytona, FL on January 3-4, 2013
- Formerly John Sullivan's and Sandy Adams's districts
 - We chose departing Members because of House rules
- Respondents
 - 6 men and 6 women in each round
 - Wide range of ages
 - Variety of education levels and work statuses



About the research: Eye-Tracking

Our partners on this project:









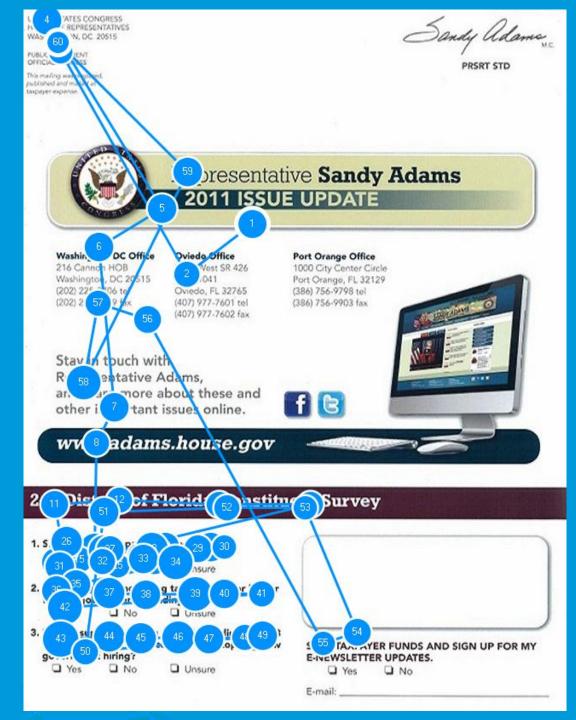
About the research

 Be sure to get the two-page handout summarizing the findings.

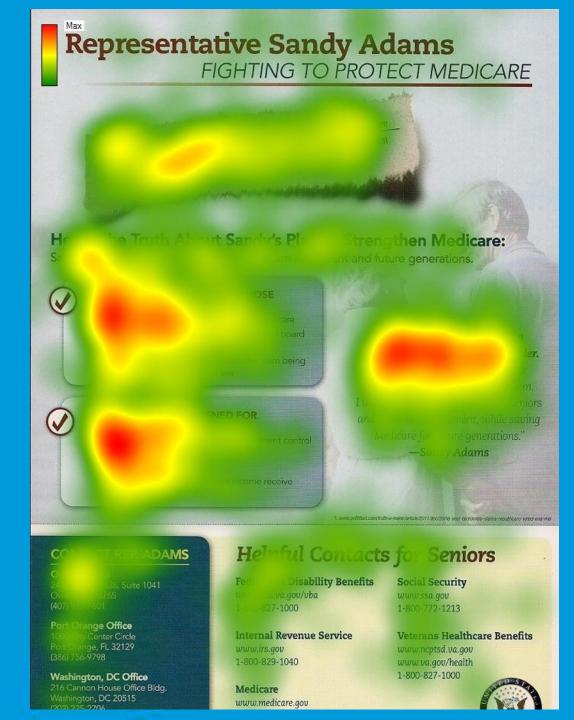
 The full report with all of the findings will be available next week at www.conginst.org



Gaze plot:



Heat map:



Official Online Ads: Case Study



About the research: Official Online Ads

In Round 1, we tested one display ad on one news site

 In Round 2, we tested a nearly identical ad on six news sites



Repetition is key

 We wanted to know: How many times does someone need to see an online ad from a Member of Congress in order for them to recall it?

 We found that one impression from a single display ad makes no dent



Bottom line: Repetition is key



Round 1



(One exposure)



Tulsa World

Search our archive of 1.5 million stories



Currently 43°



lusiness Scene Opinion Obits Blogs Comics Multimedia Weather Jobs Autos Homes Pets Classifieds





o reduce uninsured Fallin looks at options

By WAYNE GREENE World Senior Write

Reader comments (2)

Gov. Mary Fallin wants an Oklahoma solution to reducing the number of uninsured Oklahomans, but it's unclear what options the state has available.



3 of 8 41 > 1>

woman dead, TCSO called to

Latest Headlines



Updater

Prid

Arr for Ros

BA's treet

By SUSA ON World Staff Writer

Reader comments (2)

Hundreds of people lined Main Street on Monday to give a hero's sendoff to the Broken Arrow High School marching band, which will be performing in the Tournament of Roses Parade on New Year's Day.

6:15 AM

9:37 PM

9:32 PM

6:32 PM

5:34 PM

5:17 PM

5:00 PM

ted in burglary, other complaints

customers without electricity

Commission OK's live horse racing at Fair Meadows for 2013

neighbors, police say

Source: Western Michigan to hire 32-year-old

Wreck knocks down power line: 1,500

Eufaula minister charged with child

man shot during dispute between

as football coach

OB Brayden Scott to enroll at Memphis in 4:53 PM

January

Most Popular Mos

1. Tulsa daycare evacua and Mingo

2. Two state lawmak armed

3. Bartlesville increases at high school following:

4. Bartlesville High Scho school-shooting plot

5. Message contradicts tie between racing at Fai Comments

looding near 61st

t arrested in

should be

adds counselors hooting plot

tion leader on the s and naming

>> View All

A NEW PORTRAIT. EVERY DAY. **EVERYDAY PEOPLE**

>> View All

News

Round 1

Only in the Tulsa World











Jay Cronley: Society must examine all options to boost safety

Working backwards, looking for ways to prevent another massacre of children:

Repetition is key

• **Round 1:**

- Ad shown once
- 0 of 12 respondents recalled the ad



Round 1

Representative John Sullivan is holding a FREE Job Fair Thu, December 20th Sign Up Now

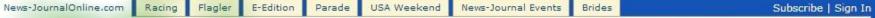
Round 2



(One exposure)

(Six exposures)











January 3, 2013 updated 07:27 am

FIND IT FAST: TODAY IN PRINT | PHOTO: LUEOS | MUGSHOTS | NEWS OF RECORD

New year means many questions for leal hospitals



MORE STORTES

- Weather forecast: Cloudy
 attered showers
- *B I missing boater for Lake Jesup
- Volu puties shoot, kill arms cidal man

No. 22 ille o. 4 33-Sugar

- * Tax bill could help Speedway expansion
- Main St. bar could get Bike Week reprieve

STORIES

er: Andy Romano park shaping up nice'

- Hagler charter school closes abruptly
- R&B group will take Flagler Auditorium up, up and away
- Volunteer work leads to long-sought reunion





fall, READ MORE

Jusia facing 4th largest fine size

Volumenty is facing the fourth-largest fine among 31 Florida school districts that failed to meet state constitutional class-size limits last

nsurance

rd Coumpany to r. RE

MOST READ

MOST EMAILED

MOST RECENT

17

- Half of oldest identical twins at 103 still sharp, she wants you to know
- Body of 1 missing boater found on Lake Jesup
- * Volusia deputies shoot, kill armed, suicidal man
- * No. 22 Louisville stuns No. 4 Florida, 33-17, in Sugar Bowl

Round 2



SET EDITION: U.S. INTERNATIONAL MÉXICO ARABIC

TV: CNN CNNi CNN en Español HL

CNU.S.

10 mg/s - 100

Log in

SEARCH

POWERED BY Google

Home TV & Video CNN Trend

d Politics

Justice

Entertainment

Tech

Health

Living

Travel

Opinion

iReport

Mone

Sports

updated 8:01 AM EST, Thu January 3, 2013

Editor's choice







led last summer at an Aurora, Colorado, movie theater

ones."

...

as today

ound checks | 1,500 guns at airport

not wasn't warned of plane in the airport

- · Being overweight linked to longer life
- · Son of NBA team owner found dead
- Pennsylvania to sue NCAA over sanctions | Governor explains
- · Paparazzo dies trying to snap Justin Bieber -- who wasn't even there



This Just In hig

Pennsylvania to sue MCA



Pennsy sanction Univers Sandus seeks to halt nst Penn State the Jerry ndal.

- · Kim Kardashian In preg
- · No leaks off grounded arm rig
- · Avis to buy Zipcar
- · Clippers' owner's son found dead
- · Newtown overwhelmed by gifts

More

annabis club

ADVERTISEMENT







Forecast Video





Interactive



Futuretrack 9



Current Temps



Representative

Hour-By-Hour





Action 9: Thousands may see long term insurance

Thousands of consumers may see huge increases in their long term insurance rates. And

they'll have to cancel the coverage they ting on.

> ates Hurricane Catastrophe Fund arns new online scam hijacks

- investigates Winter Park contractor
- 9 Investigates Osceola County Commissioner Brandon Arrington
- · Action 9 investigates car warranties
- 9 Investigates Gov. Scott's trip to South America.



Round 2

9 Investigates mobile home

bright sunshine shone down on Bob

now uncovered driveway in the tornado-

st 🗇



LOOKING FOR A JOB?

FIND IT HERE!





13 trends in 2013 Fashion, food, more



« 11 »

rove

Orlando Click for More Just Weather.com



Interact



Seen (

Marketplace

Home

Weather

se women has been arrested after

Volusia County deputies say she hit a 8-year-old boy on a

scooter with her car and drove away. More

ando Mobil

Entertainment

Sign Up for Text Alerts RSS

Contests Election 2012

Restaurant Inspection

act Us

Most Popular Sign Up For Email Newslett

News

Top Stories

Thursday, January 3, 2013

ing boater found 45

Lifestyle

at Downtown Disney 🖧

hit child, drove away 🖴

into house; 2 injured 4

ys to break III had habits on

deputies show armed man 🖧

us package found downtown 🕰

odels in demand in Central Fla. 🖧

Hitchard or ditched? 'Just Married' signs ex

TV's biggest casting changes

Photos: Florida mug shots

Obama signs bill warding off fiscal cliff

View More »

•00000000

Severe Weather

JustWeather.com A in your area.

nse Fog Advisories



Thu, January 10th

VOTE HERE VOTE HERE VOTE HERE VOT

Sign Up Now

SUPERBOWL COMMERCIA

Watch, vote: Super Bowl commercials

Round 2

Most Popular on ClickOrlando

SUBSCRIBE NOW and get 3 MONTHS for the PRICE OF 1

SUBSCRIBE NOW

U.S. EDITION Thursday, January 3, 2013 As of 7:43 AM EST





We kept our promise.

CLICK TO **EXPAND**









Round 2

A Novel Ship Extends Shell's Reach

Repetition is key

Round 1:

- Ad shown once
- 0 of 12 respondents recalled the ad

Round 2:

- Ad shown 6 times
- This time, 4 of 12 respondents recalled the ad
- How did those 4 differ from the other 8?



Recalled Sandy
Adams Ad

Yes (4)
No (8)



	Average amount of time spent viewing Adams ad across all six news site home pages	
Yes (4)	7.20 sec.	
No (8)	0.95 sec.	



Recalled Sandy Adams Ad	spent viewing Adams ad	% of time spent looking at ad, as a portion of time spent looking at six news site home pages
Yes (4)	7.20 sec.	3.99%
No (8)	0.95 sec.	0.75%



- Each of the four respondents who remembered seeing the ad spent at least 2.79 seconds looking at it
 - Only one of the other eight respondents spent more time than that looking at the ad and still failed to remember it

- Each of the four respondents who remembered seeing the Sandy Adams ad saw it on at least four of the six web pages they viewed
 - Six of the eight respondents who did not remember seeing the ad viewed it on three or fewer web pages



- NOTE: All 12 respondents viewed the ad on a web page at least once.
 - This reinforces the fact that the act of seeing an ad just once did not cause it to be remembered.
- Caveat: This is obviously a small sample.
- Future study: Larger sample, more locations, different levels of exposure to ad, different types of ads



Takeaways:

- If you are going to advertise, don't skimp on impressions.
- Place your ad on multiple sites, multiple times.



Franked Mail



About the research: Franked Mail

- In Round 1, we tested four pieces of franked mail that Congressman Sullivan had sent
- In Round 2, we tested five pieces of franked mail that Congresswoman Adams had sent
- Here are some examples of the pieces:





Congressman Sullivan is Fighting to Stop the \$1.3 Trillion Healthcare Bill

I voted against H.R. 3962, the massive \$1.3 trillion healthcare bill, because I believe that personal health decisions should be left to you and your families, not to Washington bureaucrats.

The real way to reform healthcare is to bring all stake holders (patients, doctors, citizens and hospitals) to the table with equal input and participation. We can reform our nation's healthcare system without massive tax increases on American families and small businesses.

> For more information about my work on healthcare, visit: sullivan.house.gov

UNITED STATES HOUSE OF REPRESENTATIVES WASHINGTON, DC 20515

PUBLIC DOCUMENT OFFICIAL BUSINESS

This mailing was prepared, published and mailed at taxpayer expense.

Made in Oklahoma







Please visit sullivan.house.gov to follow me on Twit a fan on Facebook, or view my latest video updates

CONGRESSMAN John Sullivan

It is an honor to represent you in Congress. I am dedicated to providing you with the best representation possible. Please take a moment to complete the attached survey and mail it back to me as soon as possible. I value your

I'M HERE TO SERVE YOU.

WASHINGTON, DC OFFICE

434 Cannon House Office Building Washington, DC 20515 (202) 225-2211

TULSA OFFICE

5727 South Lewis Avenue, Suite 520 Tulsa, OK 74105-7146 (918) 749-0014

BARTLESVILLE OFFICE

Bartlesville City Hall (918) 336-6500

SULLIVAN.HOUSE.GOV



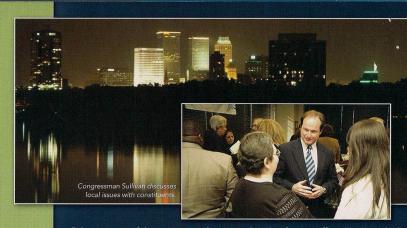






Congressman John Sullivan 5727 S. Lewis Ave., Suite 520 Iulsa, OK 74105-7146





is certainly not all inclusive. Please visit my website or contact any of my offices and tell us

ASSISTANCE WITH FEDERAL AGENCIES

passports or foreign travel, veterans issues, Medicare or Medicaid, military cases, HUD, the Department of Agriculture, etc., please contact one of my constituent services representatives U.S. CAPITOL TOURS & GALLERY PASSES in my Tulsa district office.

U.S. SERVICE ACADEMY APPOINTMENTS

Individuals interested in attending one of our nation's Service Academies must meet the admissions requirements of the Academy and receive a Congressional nomination in order to gain admission. Any interested applicants should contact my Tulsa district office.

VISITING WASHINGTON, DC

My office is pleased to provide information on museums, attractions and tours in the DC area. Most of the attractions in the area are free and open to the public. If you have questions regarding Washington, DC sites, please visit my website for more information, or do not hesitate to call.

CONGRESSIONAL INTERNSHIPS

If you have a concern regarding the IRS, My office offers internships in Oklahoma and Washington, DC. Please visit my website for more information on how to apply.

If you would like to see Congress in session, or arrange a tour of the U.S. Capitol, please visit my website or call my Washington, DC office for more information on how I can help. Please make your request 4-6 weeks in advance, if possible.

U.S. CAPITOL FLAGS & WHITE HOUSE GREETING LETTERS/CARDS

To purchase an American flag that has flown over the U.S. Capitol, call the Washington, DC, office. My office can also facilitate receipt of letters from the President for birthdays (ages 80 or older) or wedding anniversaries (50 or more years). Eagle/Girl Scout recognition letters are also available. Please make your request 4-6 weeks in advance. More information on these services can also be found on my website.

UNITED STATES HOUSE OF REPRESENTATIVES WASHINGTON, DC 20515

PUBLIC DOCUMENT OFFICIAL BUSINESS

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MADE IN OKLAHOMA





Working for Oklahoma's Seniors

Fighting New Taxes on Medicare



Rep. Sullivan visits with constituents at a town hall meeting in Owasso

Beginning January 1, 2013, the President's new health care law imposes a 3.8% Medicare tax on unearned income. This new tax on home sales, unearned income and other Medicare taxes, raises taxes more than \$210 billion to pay for the new health care law.

John Sullivan is working hard to reverse this new tax, and has voted to repeal and replace the entire health care law.

Seniors Issue Survey

1. Do you thin	k Medicare	and	Social	Security	will	still	be
viable for y	our children	and	grand	children'	?		

☐ No

☐ Unsure

2. What is the best way to reduce the federal debt? (check all that apply)

- ☐ Cut domestic spending ☐ Reform entitlement program
- ☐ Pass a balanced budget amendment ☐ Raise taxes
- Other:
- 3. Is Congress doing enough to combat high gas prices?

☐ Yes

☐ No ☐ Unsure

_	
☐ Sign m	e up for John Sullivan's e-mail updates.
-MAIL:	
	are your opinions with me:



Congressman John Sullivan

Working for Oklahoma's Seniors

Fighting to Lower Gas Prices

As Vice Chair of the House Energy and Commerce Committee's Subcommittee on Energy and Power, I voted for the Protecting Investment in Oil Shale the Next Generation of Environmental, Energy, and Resource Security Act (The PIONEERS Act). This bill will create over 1 million jobs by removing government barriers that block production of our nation's own energy resources. It also forces the Obama Administration to move forward with new offshore and onshore energy production in areas like the Arctic National Wildlife Refuge (ANWR) in Alaska, and on federal lands and waters. This legislation would also approve the privately funded Keystone XL Pipeline.

I will continue to support legislation that grows our economy and alleviates the pain at the pump for American consumers. The PIONEERS Act achieves those goals and more, and I call on the Senate and President Obama to support this common sense initiative to secure our energy and economic future.

No Budget, No Paycheck for Congress

I am a proud cosponsor of H.R. 3643, the No Budget, No Pay Act. This legislation is simple, if members of Congress do not pass a budget, they will not receive a paycheck no exceptions.

It has been over 1,000 days since the U.S. Senate passed a budget, and our nation is over \$15 trillion in debt. Passing a budget every year is one of Congress' most basic responsibilities. however it is simply not getting done. I believe it is our duty to hold lawmakers accountable to the people who send us to Washington and that is exactly what this bill will do. Oklahoma families and businesses are forced to cut back on their budgets and live within their means, and I am committed to ensuring the U.S. Congress is held to the same standard.

Keystone Pipeline

The proposed Keystone XL Pipeline would facilitate access to more North American oil resources so that we can create 20,000 private sector jobs while providing our nation with a stable supply of oil from North Dakota and Alberta, Canada, If approved, the Keystone XL Pipeline would allow us to use our own energy resources instead of continuing to send \$1 billion overseas every day for OPEC oil.







sullivan.house.gov

Washington, DC (202) 225-2211

Tulsa, OK (918) 749-0014

Bartlesville, OK (918) 336-6500



Congressman John Sullivan

5727 S. Lewis Ave. Suite 520

Tulsa, OK 74105-7146

Seniors Issue Survey





Sandy Adams MISSION STATEMENT

I will strive each day to perform the best customer service I can, and to do so with the highest ethical standards possible.

Meeting the needs of Central Floridians to the best of my ability is a shared

Online Services:

Each week I send out an electronic

responsibility of the of actions will reflect the and dedication to eth

– S

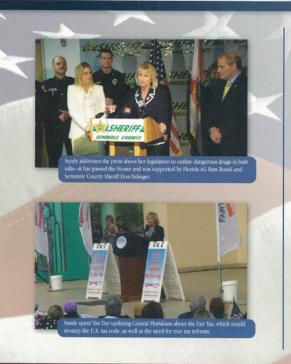
Representative Sandy Adams
Working for Central Florida

UNITED STATES HOUSE OF REPRESENTATIVES WASHINGTON, DC 20515

PUBLIC DOCUMENT OFFICIAL BUSINESS

This mailing was prepared, published and mailed at taxpayer expense.





CHANGING THE CULTURE IN WASHINGTON, DC

ENACTING FISCAL DISCIPLINE

- Took a stand against the use of earmarks that give your taxpayer dollars to pet projects. Ending
 the Washington earmark culture has kept wasteful projects like the infamous Bridge to Nowhere
 from happening in the future.
- Implemented the first year-over-year drop in federal government spending since WWII thanks to Republican leadership in the House.
- Voted against spending bills that were not fiscally responsible and failed to get our debt and deficit under control.
- Supported legislation to enact zero base budgeting for federal government, ending automatic year-over-year spending increases.
- Stood against spending bills that were not paid for, like a highway bill that allows tolls on new lanes of I-4, and returns less money to Florida than state residents paid in federal gas taxes.

STOPPING BUSINESS AS USUAL IN CONGRESS

- Required all Members of Congress who introduce legislation to include a statement explaining how the proposed law is constitutional.
- Supported rules to limit the heads of committees to six-year term limits.
- Supported rules that bills should be public for three days before voting on them.
- . Cut Congressional office budgets by more than 10 percent.

ISSUE UPDATE from U.S. REPRESENTATIVE SANDY ADAMS

UNITED STATES HOUSE OF REPRESENTATIVES WASHINGTON, DC 20515

PUBLIC DOCUMENT OFFICIAL BUSINESS

This mailing was prepared, published and mailed at taxpayer expense. Sandy adams

PRSRT STD

U.S. REPRESENTATIVE SANDY ADAMS

Working to provide a

Strong Future for Medicare

Protecting and Preserving Medicare for Everyone

Today's seniors have worked their whole lives with the promise of a safe retirement. The budget plan I support will save and strengthen Medicare, with guaranteed health coverage for seniors.

A RESPONSIBLE PLAN

✓ No changes for anyone 55 or older

FOR THOSE 54 AND YOUNGER, YOU WILL BE ABLE TO:

- ✓ Keep traditional Medicare if you want it
- ✓ Pick from competing plans for the coverage you want

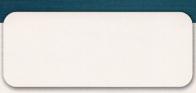
For more information, please visit my website at adams.house.gov.



24TH DISTRICT ISSUE SURVEY

1. Do you t	hink the estate	tax should be repealed?
☐ Yes	□ No	☐ Unsure

- 2. Do you support strengthening Medicare to protect benefits for current seniors and future recipients?
 - ☐ Yes ☐ No
- ☐ Unsure
- 3. Questions/Comments on Medicare:



 YES, I would like to receive regular e-mail updates from U.S. Representative Sandy Adams.

E-mail: _

Please print clearly. E-mail addresses are not shared with anyone.



U.S. REPRESENTATIVE

Sandy Adams

Working for a Brighter Future

Washington, DC (202) 225-2706 Oviedo Office

(407) 977-7601 Port Orange

adams.house.gov



Keeping Our Promises

Projections from the non-partisan Congressional Budget Office confirm that **Medicare**, **if left unchanged**, **will fail to meet obligations to seniors by 2022**. Already, many doctors are limiting the number of Medicare patients they accept. According to the American Medical Association, 1 in 3 primary doctors is limiting the number of Medicare patients seen. <u>We must act now</u> and take the long-overdue steps to strengthen Medicare. If we make the right decisions today, Medicare's future will be bright.

What They're Saying About Medicare:

"Current policy on Medicare is not sustainable."

- Alice Rivlin

OMB Director Under Pres. Clinton

Wall Street Journal. April 4, 2011

"The major driver of our long-term liabilities, everybody here knows, is Medicare and Medicaid and our health care spending, Nothing comes close."

> -President Barack Obama Speaking in Baltimore, MD January 29, 2010

Reform and a Brighter Future VS. Status Quo and Reduced Benefits

WHAT THE PLAN I SUPPORT MEANS FOR CURRENT SENIORS (AGE 55 & OVER)

- ✓ No changes
- ✓ No disruptions
- ✓ Preserves and protects benefits

WHAT THE PLAN I SUPPORT MEANS FOR FUTURE SENIORS

- ✓ Personalized, guaranteed Medicare plan
- ✓ Those with poor health and low incomes get the support they need
- ✓ Remain in traditional, current Medicare if you wish

WHAT THE STATUS QUO MEANS FOR CURRENT SENIORS

- X Under the President's health care law, a board of 15 unelected and unaccountable bureaucrats will determine benefits and cuts for seniors
- \$ \$500 billion will be taken from the Medicare Trust
 Fund to pay for the new health care law

WHAT THE STATUS QUO MEANS FOR FUTURE SENIORS

- X No plan to save Medicare
- In as little as 10 years, Medicare will be unable to meet obligations to beneficiaries

Please share your thoughts with we, because I work for you!

Sandy adams

First Clas Postage Here

U.S. Representative Sandy Adams 216 Cannon House Office Building Washington, DC 20515

VISIT MY WEBSITE AT adams.house.gov



Best Practices



#1: Control what's likeliest to get read



Control what's likeliest to get read

 Use bullet points and bolded text when you want to grab readers' attention.

 Which parts of this next page were *least* likely to get read?



Focus on Job Creation: Getting Florida Back to Work

Since I came to Congress, the House of Representatives has focused on helping the private sector create jobs and grow the economy. Whether it is ending regulations like the numeric nutrient proposal or stopping the energy exploration moratorium, we have taken steps to help strengthen the economy and put people back to work. While the House continues to pass bills that reduce taxes and red tape, give incentives to employers to hire, and reduce federal spending and debt, the Senate is still mired in inaction.



Jobs Legislation Passed by the House

- ✓ H.R. 872, the Reducing Regulatory Burdens Act (No action by Senate)
- ✓ H.R. 2018, the Clean Water Cooperative Federalism Act (No action by Senate)
- ✓ H.R. 4, the Small Business Paperwork Mandate Elimination Act (Signed into land)
- ✓ H.R. 1230, Restarting American Offshore Leasing Now Act (No action by Senate)
- ✓ H.R. 1231, Reversing President Obama's Offshore Moratorium Act (No action by Senate)
- ✓ H.R. 2021, the Jobs and Energy Permitting Act (No action by Senate)

Rep. Adams Introduces Bill to Retain Jobs and Spur Economic Growth in Brevard County

H.R. 2712, the Shuttle Workforce Revitalization Act of 2011 would give Brevard County new resources to recruit and retain employers and keep their highly-trained workforce on the Space Coast.

Balanced Budget Amendment: Holding Washington Accountable

One of the ways I believe we can reduce the size and scope of the federal government, while at the same time reducing overall spending, is to implement a balanced budget amendment (BBA). As part of the Budget Control Act Congress must vote on the amendment this year.

Why a Balanced Budget Amendment?

- The BBA is a game-changer, and fighting for its ratification is the ultimate solution to our nation's fiscal crisis.
- ✓ Florida is one of 49 states that require a balanced budget—
 why can't the federal government follow the same rules?
- For the first time in 15 years, we will have the opportunity to hold Washington accountable by voting on a balanced budget amendment, which would ensure that Washington finally lives within its means.

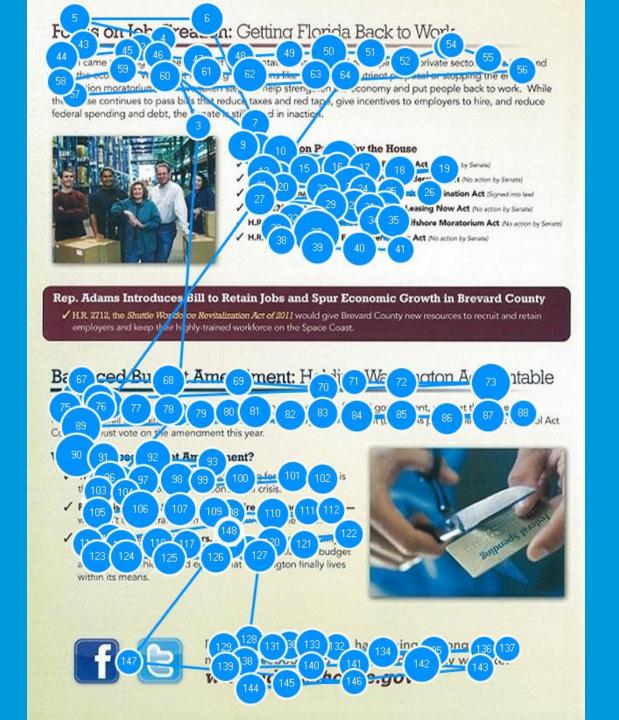






For the latest on what is happening in Congress, join me on Facebook and Twitter, and visit my website!

www.adams.house.gov



Cutting Through Red Tape and Bureaucracy



Having trouble with getting answers from a government agency? Want to plan a trip to Washington, DC? My staff and I are here to help.



Providing you with the best constituent service possible is my job, so please contact me if I can ever be of assistance to you or your family. Here are just a few of the ways I can serve you by cutting through the red tape of the federal government:



- Social Security and Disability issues
- Veterans' and VA issues
- Trouble with the IRS
- Medicare issues and reimbursements
- Planning a visit to Washington, DC and scheduling tours
- Having a flag flown over the U.S. Capitol Building
- Nominations to Military Academies

Visit sullivan.house.gov for a full list of ways we can help!

Online services we provide...

Congressional Information

My web site is updated regularly, allowing you to receive the latest congressional information as well as my views on important issues.

E-mail Updates

You can sign up for my e-mail newsletter to get news and issue updates on the happenings in Congress.

Participate in Telephone Town Hall Meetings

Visit my website to sign up to participate in my next telephone town hall meeting. This exciting technology allows me to update you, and to get your feedback, on important issues in Congress, while I am working on your behalf in Washington.

Constituent Services

The easy-to-navigate Constituent Services section will guide you in the right direction if you need help with a federal agency.

STAY CONNECTED 24/7

Visit **sullivan.house.gov** to sign up for my email newsletter, follow me on Twitter, or to "like" my Facebook page. These online resources are valuable ways to communicate in real time on the issues of the day.



"I read highlights and bullets unless I see something that really interests me...I probably wouldn't read [much of a letter]. I'd open it and read the highlights, but I'd rather see it in a flyer. It takes me longer to go through it, so the shorter it is, the more likely I'd be to read it." — Tyler, Tulsa

JCracy

s we provide...

arly, allowing you to receive the latest well as my views on important issues.





Control what's likeliest to get read

Use bullet points and bolded text when you want to grab readers' attention.

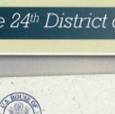
 Use block text in a letter form when it's crucial for constituents to read every word you send them.





Representative Sandy Adams

Serving the 24th District of





Dear Friend,

Like so many families and small businesses across the country de nation must learn to live within its means and set priorities. Our co a record \$14-plus trillion debt and more than 15 million Americans

For too long Congress has spent your tax dollars without regard consequences, and today the bill has come due. This is why the Ho decisive action to pass jobs legislation and get our nation's spendin back on track.

I know families in Central Florida and across the country are hi that's why I am focused on getting our nation's debt under control spending, and removing regulations that impede job growth. Inst stimulating government, we must give the private sector the certain create jobs.

I made a commitment to you, the men and women of the 24th would work with my colleagues to find cost-effective ways to help to work, strengthen our economy, and keep the promises made to military, veterans and seniors.



Representative Sandy Adams

Serving the 24th District of Florida



Dear Friend

of families and small businesses across the country do every day, our to live within its means and set priorities. Our country is facing 15 million Americans unemployed.

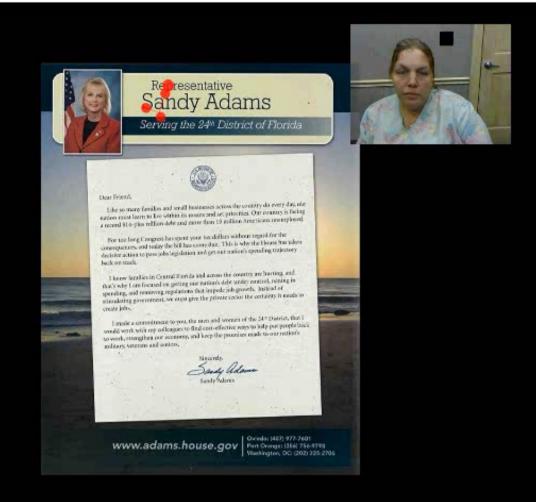


ollars without regard for the This is why the House has taken our nation's spending trajectory

families in Central Florida and across the country are hurting, and needs to

I made a commitment to you, the men and women of the 242 Dutriet, that I would work with my colleagues to find cost-effective ways to help put people back to work, strengthen our economy, and keep the promises made to our nation's military, veterans and seniors.

Block text is read only when it stands alone





#2: Make your mailing actionable



Make your mailing actionable

 Include information about constituent services or other important resources to show that you're trying to be helpful

 Put the information on a tear-off card so constituents can save it for reference



Helpful Seniors Resources

SERVICES AVAILABLE FROM REP. SANDY ADAMS:



Internal Revenue Service

Help dealing with back taxes, compromises, levies, liens



Medicare Benefit Programs

Assistance with Part A & B, Part D, and other programs



Military Service Medals Assistance

Obtain medals that you have earned but never received



Social Security Administration

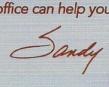
Answers about retirement, disability, and supplemental income



Veterans Affairs Administration

Help with compensation claims, military records and other issues

Please remove and keep this card to use as a reference for different ways my office can help you.



STAY IN TOUCH ONLINE AT www.adams.house.gov









#3: Solicit feedback— smartly



Solicit feedback—smartly

- Also use a tear-off card to survey constituents in order to show that you value their opinions
 - Make the tear-off card prominent so it's obvious it should be mailed back if it's a survey
 - Put the tear-off portion in a different color than the rest of the mail piece
 - Print a dotted line around the perforation that stands out from the background
 - Include scissor marks around the perforation as an obvious visual cue:



CONGRESSMAN John Sullivan

"I would've had to think about it. [The tear-off card] is not obvious." - Sharon, Tulsa

ent you in Congress. I am dedicated to providing you ation possible. Please take a moment to complete the

Figuring to Jee \$1.3 Trillion Healthcare Bill

I voted against H.R. 3962, the massive \$1.3 trillion healthcare bill, because I believe that personal health decisions should be left to you and your families, not to Washington bureaucrats.

The real way to reform healthcare is to bring all stake holders (patients, doctors, citizens and hospitals) to the table with equal input and participation. We can reform our nation's healthcare system without massive tax increases on American families and small businesses.

> For more information about my work on healthcare, visit: sullivan.house.gov

attached survey and mail it back to me as soon as possible. I value your "It wasn't immediately clear that it was a tear-off

card." - Rich, Tulsa

UNITED STATES HOUSE OF REPRESENTATIVES WASHINGTON, DC 20515

PUBLIC DOCUMENT OFFICIAL BUSINESS

This mailing was prepared, published and mailed at taxpayer expense.

Made in Oklahoma



Opinion Survey

Please check the issues that are most important to you:

- Healthcare Reform
- Medicare
- Border Security/
- Global War on
- Social Security
- Environment
- Veterans Benefits
- National Debt

- Defense/Homeland
- Agriculture
- Fiscal Responsibility
- Lowering Energy Prices
- Family Values
- Education
- Lawsuit Abuse Reform
- Tax Relief
- Government Spending

I need Congressman Sullivan's help on an issue or problem concerning the federal government. Please contact me via

- Mail
- Phone:
- F-mail:
- Sign me up for e-mail updates from Congressman Sullivan.







Please visit sullivan.house.gov to follow me on Twitter, become a fan on Facebook, or view my latest video updates on YouTube.

Don't do this:

Representative Adams, and learn more about these and other important issues online.





SAVE TAXPAYER FUNDS AND SIGN UP FOR MY

☐ No

E-NEWSLETTER UPDATES.

☐ Yes

E-mail:

www.adams.house.gov

levels (i.e. before the recession) and stopping new

Unsure

government hiring?

☐ No

☐ Yes

24th District of Florida Constituent Survey

Amendment like Florida has?	
☐ Yes ☐ No ☐ Unsure	
2. Do you support increasing taxes to pay for higher federal government spending?	
☐ Yes ☐ No ☐ Unsure	
3. Do you support freezing federal spending at FY08	

Do this:

Representative Adams, and learn more about these and other important issues online.



E-mail:

127 SEP ER SEP 245



www.adams.house.gov



24th District of Florida Constituent Survey

Unsure

'		nt like Florida	Balanced Budget has? Unsure	
2.		pport increasi vernment spe	ng taxes to pay for nding?	higher
	☐ Yes	☐ No	☐ Unsure	
3.			federal spending a cession) and stoppi	

government hiring?

□ No

☐ Yes

	NDS AND SIGN UP FOR MY
E-NEWSLETTER UP	DATES.

#4: Incorporate policy timelines



Incorporate policy timelines

 When a policy is being implemented over time, use a timeline (by year) to show the law's passage and implementation schedule





Since

THE GOVERNMENT HEALTHCARE PLAN TIMELINE

House Dem Leade the District residents expressed concerns over the impact this new law will have on our Oklahoma economy and how it will affect families and small businesses across the state. I share your concerns and was proud to stand with my constituents when I voted NO on the House floor.

This new law forever changes our American healthcare system and puts the federal government in charge of one sixth of our economy.

I want to make sure you are aware of exactly what this new law does and what impact it will have on your family and small businesses in Oklahoma. Please know that I will work to repeal this law and replace it with real healthcare solutions that will lower the price of healthcare, increase access to quality care, and allow patients to choose the healthcare plan that best fits their needs.

In an effort to keep you informed, below is a timeline of some of the provisions in the Majority's healthcare package: *

 Medicare cuts to hospitals begin (long-term care 7/1/09) and inpatient and rehab facilities (FY10)

2010

 Medicare cuts to inpatient psych hospitals (7/1/10)

- Medicare Advantage cuts begin impacting over 30,000 Oklahoma seniors
- Medicare cuts to some home healthcare services begin
- Medicare reimbursement cuts for seniors who use diagnostic imaging like MRIs, CT Scans, etc.
- Medicare cuts begin to ambulance services, ASCs, diagnostic labs and durable medical equipment
- Prohibition on Medicare payments to new physician-owned hospitals
- Additional medicare cuts to hospitals and cuts to nursing homes begin

2012

Medicare cuts to hospice begin

- Impose \$2,500 annual cap on flexible spending accounts, which are used by employers to reimburse employees for healthcare-related expenses
- Medicare cuts to hospitals who treat low-income seniors begin

2014

- · Individuals without governmentapproved coverage are subject to a tax of the greater of \$695 or 2.5% of income—this will be enforced by the IRS
- Small businesses that fail to offer "affordable" coverage would pay \$3,000 penalty for every employee that receives a subsidy through the exchange
- Small businesses that do not offer insurance must pay a tax penalty of \$2,000 for each full-time employee
- · Insurance plans must include government-defined "essential benefits" and coverage levels
- Impose tax on nearly all private health insurance plans

See the complete timeline and other details at SULLIVAN.HOUSE.GOV

* The House Republican Ways and Means Committee



Charles III

TIMELINE

"The timeline told me this is what had happened, and this is what you plan to do in the future."

- Tyler, Tulsa

below is a timeline of some of the re package: *

families and small businesses across the state. I share your concerns and was proud to stand with my concerns when I voted NO on the

American healthcare system and puts the federal government in charge of one sixth of our economy. I want to make sure you are aware of exactly what this new law does and what impact it will have on your family and small businesses in Oklahoma. Please know the all work to repeal this law and it with real healthcare solutions will lower the price of healthcare, increase access to quality care, and allow patients to choose the healthcare plan that best fits their needs.

"He seems to be doing his best about telling us what's going on now and what's led up to the state we're in." – Sharon, Tulsa

- ment cuts for who use diagnostic imaging MRIs, CT Scans, etc.
- Medicare cuts begin to ambulance services, ASCs a mostic labs and durable mant
- Prohibit are payments to scien-owned hospitals
- medicare cuts to and cuts to nursing
- Medical a cuts to hospice begin

- o offer uld pay maity to employee to lives a subsect through the
- Small businesses that do not offer insurance must pay a tex penalty of \$2,000 for each full-time employee
- Insurance plans must include government-defined "essential benefits" and coverage levels
- Impose tax on nearly all private health insurance plans

See the complete timeline and other details at SULLIVAN.HOUSE.GOV

* The House Republican Ways and Means Committee

CONGRESSMAN
JOHN SULLIVAN

Place First Class Postage Here

#5: Don't appear in photos alone



Don't appear in photos alone

 When possible, include pictures of yourself interacting with constituents, rather than using stock photos which won't get as much attention, and won't help constituents view you more favorably.



Do this:



"I was looking at the picture and trying to see the kinds of people he's talking to—if they were in business attire or casual clothes. I'd care more about seeing him talking to normal people." — Rich, Tulsa



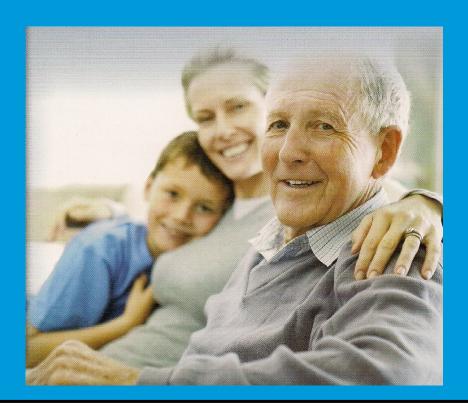
Don't do this:



"Put pictures of [Sandy Adams] actually doing something – [right now it's] a guy cutting up credit cards... none of her actually doing anything, just her and a bunch of clip art....I'd like to see her actually getting involved, maybe it should be her cutting up that [Federal spending] credit card." – Mark, Daytona



or this:



"I'd put [Adams] in the picture. Why can't she be at a nursing home or shaking the hands of seniors? A picture would add a personal touch – otherwise, it could be anyone else's mail piece." – Mark, Daytona



Don't appear in photos alone

When possible, include pictures of yourself interacting with constituents, rather than using stock photos which won't get as much attention, and won't help constituents view you more favorably.

 Respondents don't spend much time looking at formal headshots, either





Representative y Adams

Serving the 24th District of Florida



Dear Friend.

any families and small businesses across the country do every day, our on to live within its means and set priorities. Our country is facing and live within its means and set priorities. Our country is facing and live within its means and set priorities. Our country is facing and live within 15 million Americans unemployed.



e. This is why the House has taken our nation's spending trajectory

I know families in Central Florida and across the country are hurting, and that's why I am focused on acting our national data under control, reining in spending, undremoving a lons that the country it needs to

Two images, same mail piece, different attention:





"I know what Sullivan looks like, and I don't really care. If it were a three-eyed ogre I probably would've paid attention." – Mike, Tulsa



Additional quick tips about franked mail



Additional findings about franked mail

Demonstrate your accessibility

 Include multiple contact methods and addresses throughout the mail piece to show your constituents that you want to hear from them

Tailor your mail pieces

If you are mailing mostly to seniors, keep the type fonts large

Footnote any statistics you include with credible sources

Know that your data will be questioned, particularly if it is counter-intuitive. If you don't cite a credible source, that data will be dismissed
—or worse still, it will undermine your reputation



Additional findings about franked mail

• Titles at the very top of the pages were generally overlooked, as in these two examples:





THE GOVERNMENT HEALTHCARE PLAN

the House Democratic hip health care bill become land, many First land, many First expressed their concerns over the impact this new law will have on our Oklahoma economy and how it will affect families and small businesses across the state. I share your concerns and was proud to stand with my comments when I voted NO on the

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- home
- ment cuts for who use diagnostic imaging
- Medicare cuts begin to ambulance services, ASCs soutic labs and durable ment
- Prohibit
 to sciun-owned hospitals
- medicare cuts to od cuts to nursing



- Small businesses that do not offer insurance must pay a tax penalty of \$2,000 for each full-time employee
- Insurance plans must include government-defined "essential benefits" and coverage levels
- Impose tax on nearly all private health insurance plans

Representative Sandy Adams
FIGHTING TO PROTECT MEDICARE



Websites



Some tasks are easier than others



Some tasks are easier than others

 The good news: Respondents were able to complete important-yet-simple tasks quickly and easily







SANDY ADAMS

REPRESENTING THE 24TH DISTRICT OF FLORIDA



HOME

ABOUT SANDY

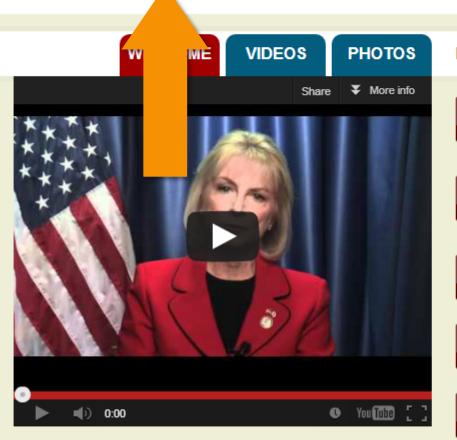
CONSTITUENT SERVICES

NEWSROOM

ISSUES & LEGISLATION

24TH DISTRICT

CONTACT



LATEST NEWS

Sandy Adams Names Intervention 13 Services of Orlando as an Angel in SEP Adoption™ Honoree

Department of Commerce IG to 12 Investigate MEP Conference SEP Spending

Adams Statement on Egypt and 12 Libya Terrorist Attacks

Adams Statement on 9/11 11 Anniversary SEP

11

Adams' Courthouse Safety Bill Passes U.S. House

QUICK

E-Mail S

House F

Privacy Authorization Form

ate

Judiciary Committee

Science Committee





Sandy Adams on Facebook





Some tasks are easier than others

 The bad news: It was a hassle for respondents to find out how their Member voted on a particular issue





U.S. REPRESENTATIVE

SANDY ADAMS

REPRESENTING THE 24TH DISTRICT OF FLORIDA



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STRICT

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House Floor Update

Judiciary Committee

Science Committee

Privacy Authorization Form

TRACK JOBS BILLS

HERE

WELCOME

0:00

VIDEOS

PHOTOS

You Tube

More info

LATE

13

SEP

Caucus Membership

Vote Record

Issues

Cosponsored Bills

Sponsored Bills

12 SEP

Investigate MEP Conference Spending

12 SEP Libya Terrorist Attacks

SEP

Anniversary

SEP

Adams' Courthouse Safety Bill Passes U.S. House

Adams Stands With Issa on East and

Adams Statement on Egypt and

Adams Statement on 9/11

Sandy Adams on Facebook



76



Like 3,104



0:00

U.S. REPRESENTATIVE

SANDY ADAMS

REPRESENTING THE 24TH DISTRICT OF FLORIDA



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HERE

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PHOTOS

More info

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Caucus Membership

Vote Record

Cosponsored Bills

Sponsored Bills

Investigate MEP Conference Spending

Adams Statement on Egypt and 12 Libya Terrorist Attacks SEP

Adams Statement on 9/11 Anniversary SEP

> Adams' Courthouse Safety Bill Passes U.S. House

WELCOME

You Tube

13 SEP

12

SEP

11 SEP

Issues

Sandy Adams on Facebook





77



Adams Stands With Issa on East and









NEWSROOM

✓ Prev Next ►

◄ Prev	Next ▶	◀ Prev Next ►							
Date	RC#	Bill	Question	Vote	Bill Name				
12/31	<u>654</u>	H R 6364	On Motion to Suspend the Rules and Concur in the Senate Amendment	Yea	World War I Centennial Commission Act				
12/31	<u>653</u>	H R 6612	On Motion to Suspend the Rules and Pass	Yea	To redesignate the Dryden Flight Research Center as the Neil A. Armstrong Flight Research Center and the Western Aeronautical Test Range as the Hugh L. Dryden Aeronautical Test Range				
12/31	<u>652</u>	<u>S 3454</u>	On Motion to Suspend the Rules and Pass	Yea	Intelligence Authorization Act for Fiscal Year 2013				
12/30	<u>651</u>	<u>S 3202</u>	On Motion to Suspend the Rules and Pass	Yea	Dignified Burial and Other Veterans' Benefits Improvement Act				
12/30	650	H R 4057	On Motion to Suspend the Rules and Concur in the Senate Amendment	Yea	To amend title 38, United States Code, to direct the Secretary of Veterans Affairs to develop a comprehensive policy to improve outreach and transparency to veterans and members of the Armed Forces through the provision of information on institutions of higher learning				
12/30	649	H R 3159	On Motion to Suspend the Rules and Pass, as Amended	Yea	Foreign Aid Transparency and Accountability Act				
12/20	648	<u>S 925</u>	On Motion to Suspend the Rules and Pass	Yea	Mt. Andrea Lawrence Designation Act				
12/20	647	H R 6443	On Motion to Suspend the Rules and Pass	Yea	To designate the facility of the Department of Veterans Affairs located at 9800 West Commercial Boulevard in Sunrise, Florida as the "William 'Bill' Kling VA Clinic"				



Articles

Speeches & Statements

TRACK JOBS BILLS HERE



Sandy Adams on Facebook

Like 3,103

Ξ



Sandy Adams

Our thoughts are with all the families of



Facebook social plugin

Here's how one respondent struggled





Best Practices



#1: Label with precision



Label with precision

 Instead of having a button on the toolbar labeled "Issues," denote "Policy Issues" instead, since it's clearer what information constituents will find there

 Make sure "Policy Issues" has its own drop-down menu so that viewers can easily see the different public policy topics you offer information on before leaving the home page

• Here's what works better:





BOUT JOHN

1ST DISTRICT

NEWSROOM

POLICY ISSUES

HOW CAN I HELP YOU?

CONTACT JOHN







-NEWS SIGN-UP

First Name

ast Name

Email Address

SUBMIT

LATES ENERGY

Sort News

All | Faceboo

Twitter Ur September

@tulsawor the #waron Read More

ARMED SERVICES

EDUCATION

HEALTH CARE

HOMELAND SECURITY

IMMIGRATION AND BORDER SECURITY

LIFE ISSUES

SECOND AMENDMENT

SOCIAL SECURITY

SPENDING AND TAXES

TRANSPORTATION

VETERANS' AFFAIRS

Twitter Update

June 30, 2012

.RT @CityofBA: Broken Arrow, OK Mandatory water rationing order effective immediately: http://t.co/5aWhtPtM... Read More



Rep. Sullivan Honors Oklahoma's Disabled Veterans by lay the Unknown Soldier. This was the first time OK DAV was ceremony

Washington Updates

Tala Tanaskall Class Ha-

#2: Don't make them hunt



Don't make them hunt

- Make your vote on particular issues explicit and easy for constituents to find
 - In the descriptions of where you stand on policy issues, include links to votes
 - Allow users to sort vote records by topic area
 - Include an additional search box with the "Vote Records" page, like this:





BOUT SANDY

CONSTITUENT SERVICES

NEWSROOM

ISSUES & LEGISLATION

24TH DISTRICT

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HOME







NEWSROOM

SEARCH VOTE RECORDS

✓ Prev Next ►

Date	RC#	Bill	Question	Vote	Bill Name
12/31	<u>654</u>	H R 6364	On Motion to Suspend the Rules and Concur in the Senate Amendment	Yea	World War I Centennial Commission Act
12/31	<u>653</u>	H R 6612	On Motion to Suspend the Rules and Pass	Yea	To redesignate the Dryden Flight Research Center as the Neil A. Armstrong Flight Research Center and the Western Aeronautical Test Range as the Hugh L. Dryden Aeronautical Test Range
12/31	<u>652</u>	<u>S 3454</u>	On Motion to Suspend the Rules and Pass	Yea	Intelligence Authorization Act for Fiscal Year 2013
12/30	<u>651</u>	<u>S 3202</u>	On Motion to Suspend the Rules and Pass	Yea	Dignified Burial and Other Veterans' Benefits Improvement Act
12/30	<u>650</u>	H R 4057	On Motion to Suspend the Rules	Yea	To amend title 38, United States Code, to direct the Secretary of Veterans Affairs to develop a comprehensive policy to improve outreach and transparency to veterans

Press Releases

Articles

Speeches & Statements





Sandy Adams on Facebook





Our thoughts are with

all the

86

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#3: Make "Search" prominent and attractive



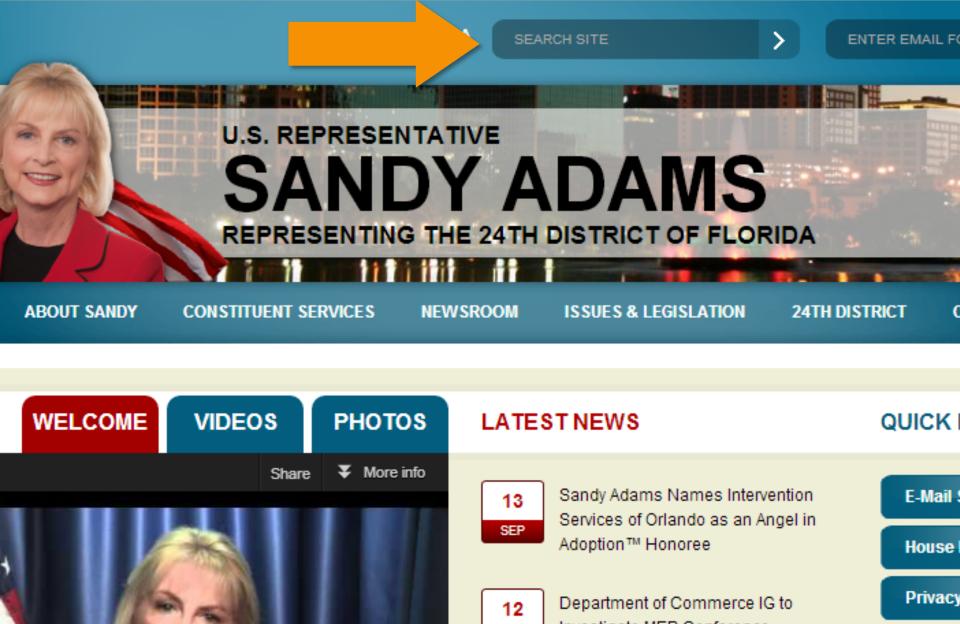
Make "Search" prominent and attractive

 Put the search box in an easy-to-locate position, preferably near or in the menu bar

 Have it look inviting and distinct, and encourage its use by including visually-engaging design elements

 People were able to locate the Search box, but it's subtle:







Investigate MEP Conference SEP Spending

Adams Statement on Egypt and 12

Judicia

Scienc

What we heard...

"A little more eye-level and white instead of dark blue would've been better." – Ashley, Daytona





NEWSROOM

POLICY ISSUES

HOW CAN I HELP YOU?

SEARCH

LATEST NEWS



Sort News By

All | Facebook | Press Releases | Twitter

Twitter Update





@tulsaworld coverage of my efforts to stop the <u>#waroncoal</u> <u>#4jobs</u> <u>http://t.co/Zj0BFltv...</u> Read More

Twitter Update







E-Newsletters



About the research: E-Newsletters

- In Round 1, we tested two e-newsletters that Congressman Sullivan had sent out
- In Round 2, we tested two e-newsletters that Congresswoman Adams had sent out
- Each Member had inserted a video clip into the second enewsletter we showed respondents



Best Practices



#1: Include an index, and give it a chronology

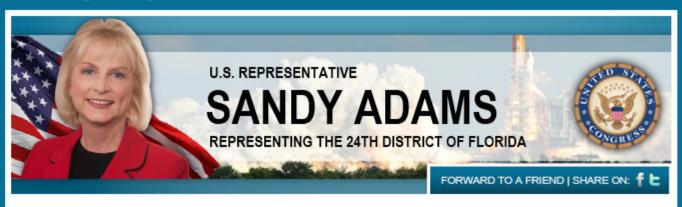


Include an index

 You need some sort of overview at the top of your longer e-newsletters with hyperlinks to the sections below so constituents don't have to review the whole document to know what's in it

• Here's how NOT to do it:













Attacks on Americans in the Middle East

On the anniversary of the attacks of September 11, 2001, a violent mob attack in Egypt and an apparent armed terrorist attack in Libya resulted in the death of four Americans, including the U.S. Ambassador to Libya, Christopher Stevens. I condemn in the strongest terms possible the unprovoked attacks by Islamist extremists on our American consulate in Libya and Embassy in Egypt, and send my thoughts and prayers to the families of our fallen countrymen.

These violent attacks are a stark reminder that militant extremists are plotting each day to attack America and its allies and destroy our way of life and freedoms. The United States stands for peace and freedom around the globe, and while we understand that freedom of speech and religion can be disconcerting to some, they are inalienable rights of all people and must be protected. I call on the Egyptian and Libyan governments to take swift actions to bring those individuals behind these terrorist attacks to justice and make it clear that the sovereign embassies and consulates of the United States will be respected by the rule of law.

Adams' Courthouse Safety Bill Passes U.S. House

The House of Representatives passed my legislation this week to allow for surplus magnetometers, or metal detectors, to be provided to local courthouses to enhance security. The bipartisan legislation was nassed by voice vote. The companion legislation in the Senate is S.

passed by voice vote. The companion legislation in the Senate is S. 2076, which was reported unanimously out of the Senate Judiciary Committee on May 24, 2012.

With budgets getting smaller at every level of government, we need to find innovative and cost effective ways to make the best use of existing resources. When surplus federal metal detectors can be put to good use in our local communities, not only do we save money, but we also help improve the safety of our local judicial system. I am confident that my legislation will benefit countless municipalities around the country and thank my colleagues for passing the Local Courthouse Safety Act.



Click the image above to view video.

To read more about the legislation, click here.

<u>Department of Commerce IG to Investigate</u> <u>MEP Conference Spending</u>

Last week the Department of Commerce's Inspector General announced an audit and investigation into convention spending by the National Institute of Standards and Technology's (NIST) Manufacturing Extension Partnership (MEP). Earlier this year I had brought whistleblower claims of multi-million dollar conference costs to the attention of congressional investigators. Since I initially highlighted the spending abuses, NIST and MEP have cancelled two upcoming conferences, saving American taxpayers potentially millions of dollars.

To read more, click here.

Ensuring American Embassies are Protected

With the recent attacks on Americans throughout North Africa and the

mer conterence openanty

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To read more, click here.

Ensuring American Embassies are Protected

With the recent attacks on Americans throughout North Africa and the Middle East, it is of the utmost importance that we ensure the diplomatic corps and American staff working to represent the United States overseas are protected from harm. This week I signed a letter to the Secretaries of Defense and State to see what steps they are taking to protect our interests abroad.

Our embassies legally represent the sovereign territory of the United States of America. It is our belief that when individuals are allowed to breach the walls, enter our sovereign territory, and remove the flag of the United States with impunity, we send a dangerous message to extremists throughout the region that our embassies are an open and easy target.

The bottom line is that the President of the United States has an obligation to protect our foreign service officers and diplomats serving abroad. It is our hope that the President will respond appropriately and take the actions necessary to protect our diplomatic corps around the globe.

To read the full letter, click here.

Forward to a Friend | Share on Facebook | Share on Twitter | Permalink

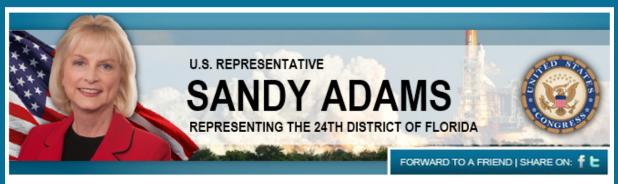
Washington, DC Office 216 Cannon HOB Washington, D.C. 20515 T (202) 225-2706 F (202) 226-6299 Oviedo Office 2461 West SR 426, Suite 1041 Oviedo, FL 32765 T (407) 977-7601 F (407) 977-7602 Port Orange Office 1000 City Center Circle Port Orange, FL 32129 T (386) 756-9798 F (386) 756-9903

Provide a "temporal" structure

 Instead of doing it that way, incorporate the past/ present/future construct into the index and the body of the e-newsletter

• In other words, tell them what you did, tell them what you're doing, and tell them what you're going to do, like this:













Recent votes:

Fiscal cliff **Hurricane Sandy relief**

Current topics:

Managing sequestration Investigating Benghazi attack

Coming up soon:

Immigration reform Protecting the 2nd Amendment

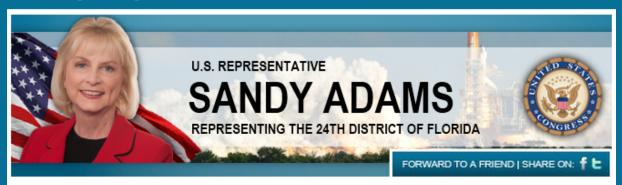
RECENT VOTES

Fiscal Cliff

Over 23 million Americans are either unemployed or underemployed, and Friday's unemployment report only solidifies the fact that President Obama's economic policies have fallen short of the promises he made to Americans. In the Obama economy, 46.5 million Americans are on food stamps, entrepreneurship is at a 17 year low and our nation is facing a \$16 trillion debt.

In order to get our country back on track, it is time to rein in government spending and lift the tremendous regulatory burden from the shoulders of our nation's employers.

Click here for more information.











Fiscal cliff **Hurricane Sandy relief**

Current topics:

Managing sequestration Investigating Benghazi attack



Coming up soon:

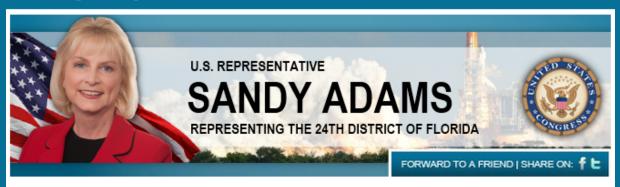
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Fiscal cliff **Hurricane Sandy relief**

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#2: Be brief



Be brief

Keep the text short, sweet, and to the point

 Provide links at the end of each segment for constituents to "click to read more"



Don't do just this:

What's Next This Congress?

Continuing Resolution: House Speaker Boehner and Senate Majority
Leader Harry Reid have reached a six month deal to avoid a government
shutdown. The legislation is currently being written by committee staff.
Current funding for federal agencies is due to expire at the end of
September.

Sequester Solution: The Budget Control Act put a process in place to reduce federal spending by \$1.2 trillion over ten years, starting on January 1st. Without Congressional action, the U.S. military will see drastic cuts that put us at pre-WWII levels. The House has acted to stop these drastic cuts and replace them with fiscally responsible bipartisan measures to get our debt and deficit under control. Unfortunately, the Senate refuses to act. Congress also passed a law requiring President Obama to detail how he would cut the military if the sequester is enacted. We are still awaiting his report.

Farm Bill: Congress reforms federal farm policy every five years. The law is currently operating under an extension and will need to be updated before the end of the year. The House and Senate are debating

Do this also:

What's Next This Congress?

Continuing Resolution: House Speaker Boehner and Senate Majority
Leader Harry Reid have reached a six month deal to avoid a government
shutdown. The legislation is currently being written by committee staff.
Current funding for federal agencies is due to expire at the end of
September.

To read more, click here.

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To read more, click here.

#3: Use videos wisely



Use videos wisely

Include videos in the e-newsletter and embed them

- Make sure there is a play button over the image of the video
- Include a time code, or reference the length of the video in the text
- Keep the video under three minutes and preferably around 90 seconds
- Place text about the video topic below the video itself, so constituents will still get some value from watching the video if they have not read the summary yet



Don't do this:

embassies and consulates of the United States will be respected by the rule of law.

Adams' Courthouse Safety Bill Passes U.S. House

The House of Representatives passed my legislation this week to allow for surplus magnetometers, or metal detectors, to be provided to local courthouses to enhance security. The bipartisan legislation was passed by voice vote. The companion legislation in the Senate is S. 2076, which was reported unanimously out of the Senate Judiciary Committee on May 24, 2012.

With budgets getting smaller at every level of government, we need to find innovative and cost effective ways to make the best use of existing resources. When surplus federal metal detectors can be put to good use in our local communities, not only do we save money, but we also help improve the safety of our local judicial system. I am confident that my legislation will benefit countless municipalities around the country and thank my colleagues for passing the Local Courthouse Safety Act.



Click the image above to view video.

To read more about the legislation, click here.

Do this:

District Update | September 16, 2012

Click here if you have trouble viewing this email



"A one minute video, I have time for that, but six minutes, I would've clicked off for making me watch a whole session of Congress. One- to one-and-a-half minutes is good, unless it's action packed [then it can be longer]." - Tyler, Tulsa

Central Florida Update



Click to watch my 90 second video



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With budgets getting smaller at every level of government, we need to









Recap

Official Online Ads

Be robust in your outreach

Franked Mail

- Control what's likeliest to get read
- Make your mailing actionable
- Solicit feedback—smartly
- Demonstrate your accessibility
- Incorporate policy timelines
- Tailor your mail pieces
- Don't appear in photos alone
- Footnote statistics

Websites

- Label with precision
- Don't make them hunt
- Make "Search" prominent and attractive

E-Newsletters

- Include an index
- Provide a "temporal" structure
- Be brief
- Use videos



For additional resources

- Visit <u>www.conginst.org</u> to view prior reports on how to improve your:
 - Official online ads
 - Tele-town halls
 - Facebook pages
 - Websites
 - E-newsletter design
 - Communications staff structure & process



Two last thoughts...

• If you just came out of a competitive race, please come see me to discuss some additional strategies.

 The full report with all these findings will be available next week at www.conginst.org



Questions?

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